



College of Chiropodists of Ontario

**Minutes of the Executive Committee Meeting
November 20, 2024, 6:30pm
Online via Zoom**

Peter Stavropoulos, Chair

Committee Members in Attendance:

Chad Bezaire
Allan Katz
Jannel Somerville
Reshad Nazeer

Staff in Attendance:

Nicole Zwiers, Registrar and CEO

1.1 Call to Order, Appointment of Secretary, Approval of the Agenda, Approval of preparation time for professional members

The Chair opened the meeting noting that notice of the meeting was given, and the meeting was properly constituted with a quorum present. The meeting began at 6:31pm.

N. Zwiers was appointed as Secretary.

It was moved by A. Katz and seconded by J. Somerville to approve the agenda. – Motion CARRIED.

P. Stavropoulos put forward 90 minutes of preparation time for this meeting and the Committee agreed. – Motion CARRIED.

1.2 Declaration of Conflict of Interest

No conflict of interest was declared.

1.3 Approval of Minutes from the October 16, 2024 Executive Committee Meeting

It was moved by A. Katz and seconded by J. Somerville to approve the minutes of the October 16, 2024 Executive Committee meeting – Motion CARRIED.

No corrections or changes noted.

2.0 Discussion Items

2.1 Registrar's Report

In her verbal report, Registrar N. Zwiers provided updates about the College's activities from the past few months including the completion of the College's Performance Measurement Framework for 2024, the work to ensure a smooth transition to the College's pilot project with the HPDT, the College's participation in the prescribing recommendations of the White Paper to the Ministry of Health, and the completion of digitalization of College paper documents.

2.2 Financial Statements

N. Zwiers presented the updated financial statements from the last few months.

3.0. Decision Items

3.1 By-law 1 revisions for the Ontario Chiropody and Podiatry Discipline Tribunal (OCPDT) **

It was moved by A. Katz and seconded by R. Nazeer to approve the by-law 1 revisions for the Ontario Chiropody and Podiatry Tribunal (OCPDT).

N. Zwiers explained that the bylaw amendment was necessary to allow the College to engage in the Pilot project as the Council voted on at its September 27, 2024 meeting.

3.2 Appointment of Chair of the Ontario Chiropody and Podiatry Discipline Tribunal effective January 1, 2025.

It was moved by J. Somerville and seconded by C. Bezaire to vote, in principle, on the appointment of the Chair of the OCPDT, should Council approve the by-law 1 amendment.

N. Zwiers explained that it was necessary to appoint David Wright as the Chair of the new Discipline Tribunal.

3.3 Appointment of Vice-Chair of the Ontario Chiropody and Podiatry Discipline Tribunal effective January 1, 2025.

It was moved by C. Bezaire and seconded by A. Katz to vote, in principle, to recommend that the Council vote to appoint the Vice-Chair of the OCPDT, should Council approve the by-law 1 amendment. Motion CARRIED.

3.4 Appointment of New Discipline Tribunal Members

It was moved by R. Nazeer and seconded by J. Somerville to approve, in principle, to recommend the appointments to the OCPDT, should Council approve the by-law 1 amendment. Motion CARRIED.

3.5 Adding Continuing Education (CE) Fees to By-Law 2: Fees & Removing Cheques**

It was moved by A. Katz and seconded by C. Bezaire to approve the amendments to By-law 2 (Fees): adding CE fees and removing cheques. Motion CARRIED.

3.6 Infection Control matter: motion to refer to Technical Committee

It was moved by C. Bezaire and seconded by J. Somerville to refer an infection control matter to the Technical Committee for review and discussion. Motion CARRIED.

3.7 Motion to Remove Melanie Atkinson from the Registrar's Performance Review and Compensation Committee (RPRCC)

It was moved by Peter and seconded by Allan that Melanie Atkinson be removed from the RPRCC. Motion CARRIED.

3.8 Motion to Appoint Chad Bezaire to the RPRCC as the Executive Committee Appointee

It was moved by Peter and seconded by Allan to appoint Chad Bezaire to the RPRCC. Motion CARRIED.

4.0 Next Meeting

The next meeting will take place on Wednesday, December 18, 2024.

4.1 Proposed agenda items for next meeting – December 18, 2024

No items proposed at this time.

5.0 In Camera

The Committee moved in-camera at 7:13pm.

It was moved by P. Stavropoulos and seconded by A. Katz to move in-camera pursuant to section 7(2)(b) of the Health Professions Procedural Code on the basis that financial or personal or other matters may be disclosed of such a nature that the harm created by the disclosure would outweigh the desirability of adhering to the principle that meetings be open to the public. – Motion CARRIED.

A motion was made to move out of in-camera by R. Nazeer and seconded by J. Somerville at 7:51pm. – Motion CARRIED.

5.1 Adjournment

A motion was made to adjourn the meeting by A. Katz and seconded by C. Bezaire. – Motion CARRIED.

Meeting adjourned at 7:52pm.